



Quality Improvement Coordinator/ Corporate Compliance Officer

Kalamazoo Community Mental Health and Substance Abuse Services has an exciting opportunity for an individual who has experience working with individuals of diverse racial, ethnic, and cultural backgrounds to work full time as a Corporate Compliance/Quality Improvement Coordinator.

The Corporate Compliance/Quality Improvement Coordinator is a multi-faceted position within KCMHSAS. The Corporate Compliance Officer (CCO) oversees the organization's compliance program and evaluates compliance issues and concerns within the organization and throughout the KCMHSAS contracted Provider network. This position ensures the Board of Directors, Leadership, employees and applicable staff of contractual providers are in compliance with the rules and regulations of regulatory agencies. The position provides leadership in interpreting and monitoring consistency with all Medicaid and other funding source standards, including functioning as an expert with HCPCS and CPT codes. As the Quality Improvement Coordinator, the individual will perform data analytics in order to trend, analyze, and identify areas of risk and guide opportunities for process improvement. Individual will participate in and perform monitoring activities and performance improvement follow-up of KCMHSAS programs and contractual providers through completion of an organizational, clinical record, and claims verification reviews.

- Masters degree in a Human Services field, Organizational Management or a related field plus two years experience preferred. Or a Bachelors degree in Human Services, Business Administration, Healthcare Administration, clinical, or a related field plus four years experience.
- Minimum two years experience working in the mental health and/or healthcare field.
- Experience in data analytics, informatics, statistics, and presentation of data.
- Knowledge of the principles, techniques and procedures of quality management and continuous improvement.
- Experience in training, coaching, building, leading, motivating and evaluating teams and projects.
- Working knowledge of the Michigan Mental Health Code, Medicaid Provider Manual and relevant Federal Code of Regulations
- Ability to comprehend, interpret and communicate applicable accreditation, regulatory, contract and legal requirements
- Demonstrated ability to organize, analyze, and present information in verbal and written reports.
- Advanced computer skills, including word processing, spreadsheets, database management and e-mail.
- Required license: Valid Michigan Motor Vehicle Operator's license with reliable transportation.

We offer competitive compensation and fringe benefits including medical, vision, and dental insurance; disability and workers compensation insurance; paid holidays, paid time off plan, continuing education, retirement plan and deferred compensation plan.

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

Apply online at www.kazoocmh.org/careers by December 11, 2015